

REPORTS INVENTORY						CONTROL NO.		
PREPARE IN DUPLICATE						DDS/OL/LSD 8		
1. TITLE OF REPORT (if a fill-in report include Form No.) Motor Pool Assigned Vehicle Status Report						2. TYPE OF REPORT		
						<input checked="" type="checkbox"/> STATISTICAL <input type="checkbox"/> NARRATIVE <input type="checkbox"/> MACHINE-NAME LISTING		
3. FUNCTIONAL AREA		PERSONNEL		TRAINING		ADMIN. GENERAL OTHER (specify)		
		<input checked="" type="checkbox"/> LOGISTICS		SECURITY				
		MEDICAL		FINANCE				
4. NO. OF COPIES PREPARED Three		5. FREQUENCY (weekly, monthly, quarterly, etc.) Monthly				6. DISTRIBUTION (No. of components not number of copies) C/LSD; MPB		
7. FORMAT (memorandum, form computer print-out, etc.) LSD format		8. ADP PROCESSING				9. DIRECTIVE AUTHORITY REQUIRING REPORT LSDI - 70-2		
		<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO IF YES GIVE ADP PROCESSING NO.						
10. PREPARING COMPONENT (include lowest level contributing information to report) Motor Pool Branch				11. FEEDER REPORTS (State total number and identify by Title, Form No., or nomenclature. Attach separate sheet if necessary.) IBM Computer Run - Vehicle Section/Supply Division				
12. COST FACTORS								
A. MANUAL PREPARATION AND REVIEW COSTS								
GRADE	HOURLY RATE	<input checked="" type="checkbox"/> HOURS PER REPORT	=	COST PER REPORT	<input checked="" type="checkbox"/> TIMES PREPARED	=	COST PER YEAR	
GS 8-8	3.74	5		18.70	12		224.40	
GS 4-1	2.81	2		5.62	12		67.44	
B. COSTS OF COMPUTER PRODUCED REPORTS								
84 TOTAL COSTS PER YEAR						\$291.84		
13. COMPLETE DETAILED JUSTIFICATION FOR THIS REPORT (in addition to directive or authority cited in item 9). IF KNOWN, INCLUDE DATE REPORT WAS FIRST STARTED AND COMPONENT WHO ESTABLISHED REQUIREMENT.								
Development of sagacious and prudent reporting designed to support and further expand sound management of Division and overall Logistics affairs.								
14. FUTURE GOALS								
GOAL PROPOSED BY COMPONENT FOR THIS REPORT <input checked="" type="checkbox"/> RETAIN AS IS <input type="checkbox"/> OTHER (explain) <input type="checkbox"/> CHANGE <input type="checkbox"/> DISCONTINUE						ESTIMATED SAVINGS		
						MAN-HOURS ---		DOLLARS STA
16. DATE OF INVENTORY		17. NAME AND TITLE OF PERSON FURNISHING INFORMATION Approved For Release 2006/11/13 : CIA-RDP75-00399R000100130060-7 Reports Officer, LSD/OL Classification					18. EXTENSION	